AGENDA

OFFICE OF LOGISTICS PRESENTATION
TO THE DEPUTY DIRECTOR FOR ADMINISTRATION
ON 4th-QUARTER FY 85 ACTIVITIES

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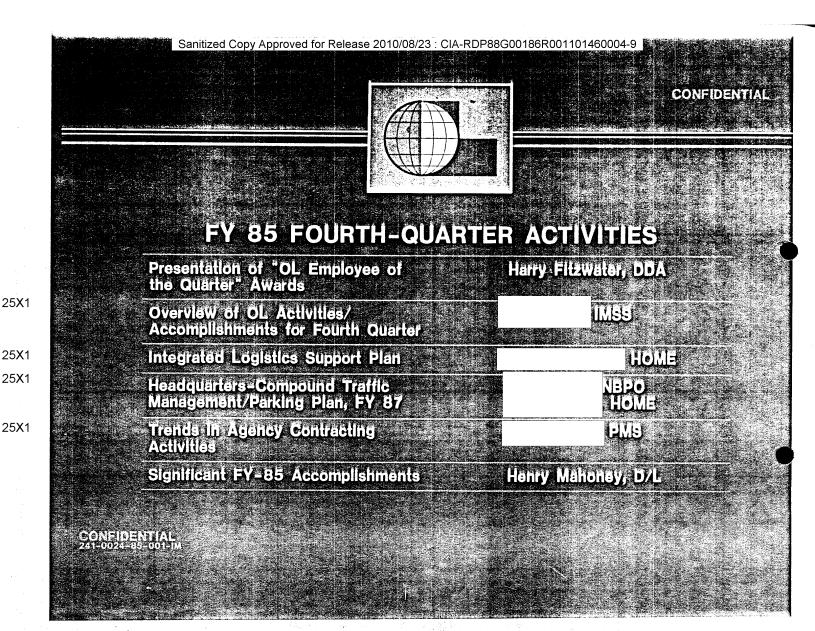
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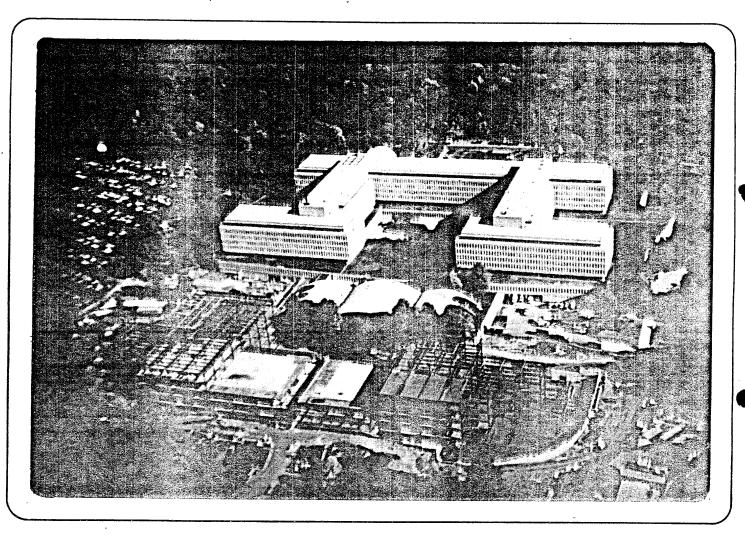
Monday, 25 November 1400 hours	1985
Presentation of "OL Employee of the Quarter" Awards	Harry Fitzwater, DDA
Overview of OL Activities/ Accomplishments for 4th Quarter	IMSS
Integrated Logistics Support Plan	НОМЕ
Headquarters-Compound Traffic Management/Parking Plan, FY 87	NB PO HOME
Trends in Agency Contracting Activities	PMS
Significant FY-85 Accomplishments	Henry Mahoney, D/L

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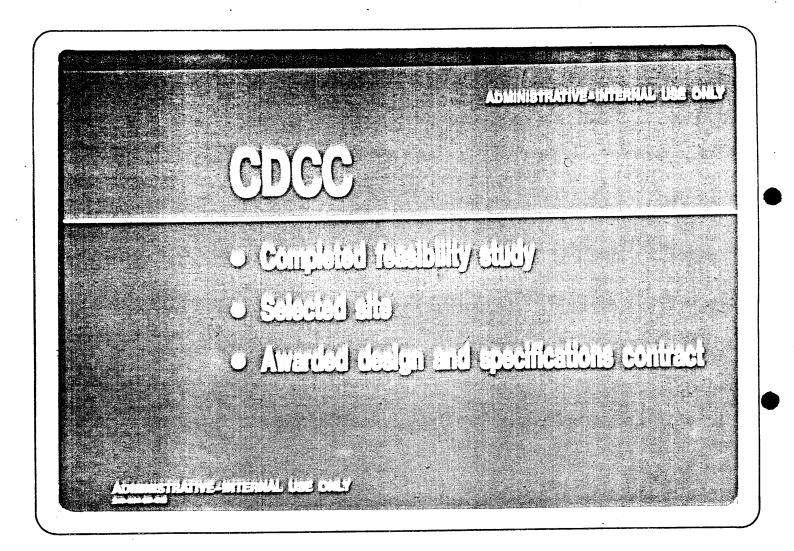


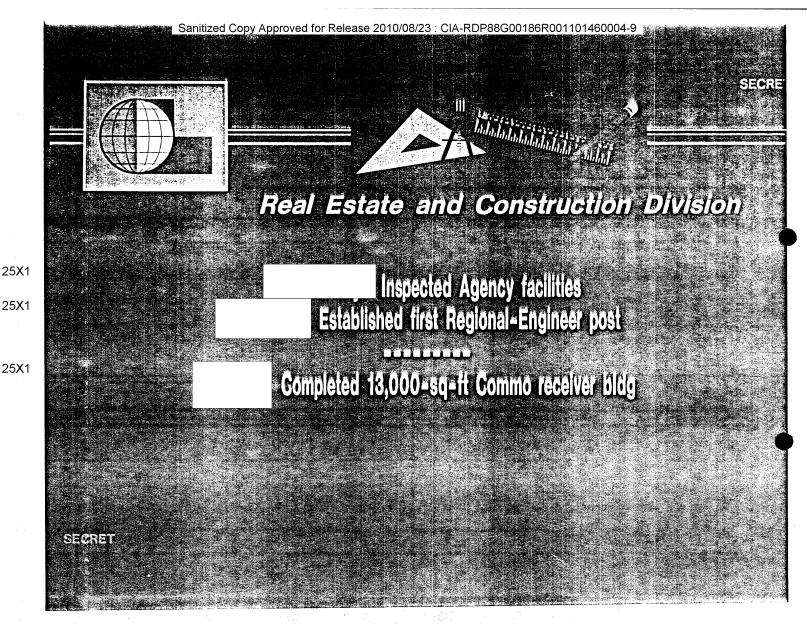


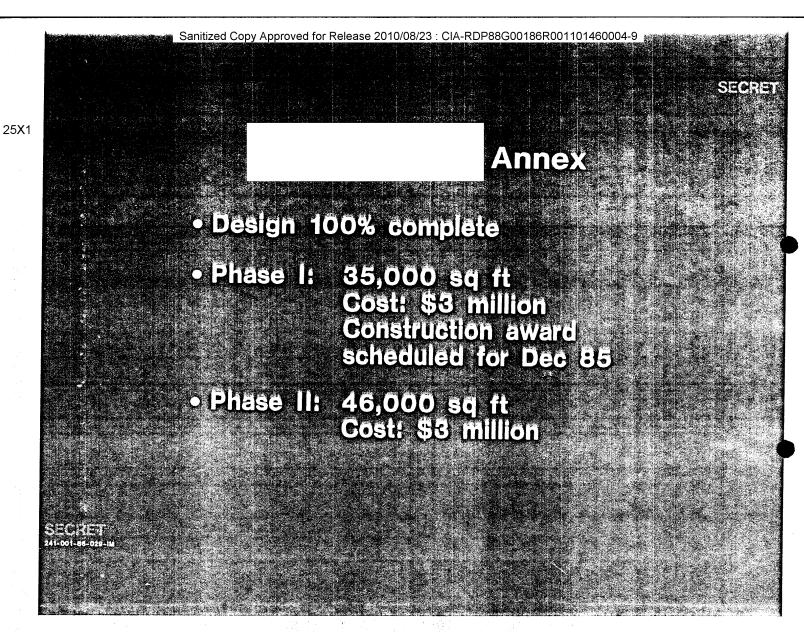
Chi Package 2 O Awarded O Superfriction 65% complete O North & South Towers "topped out"



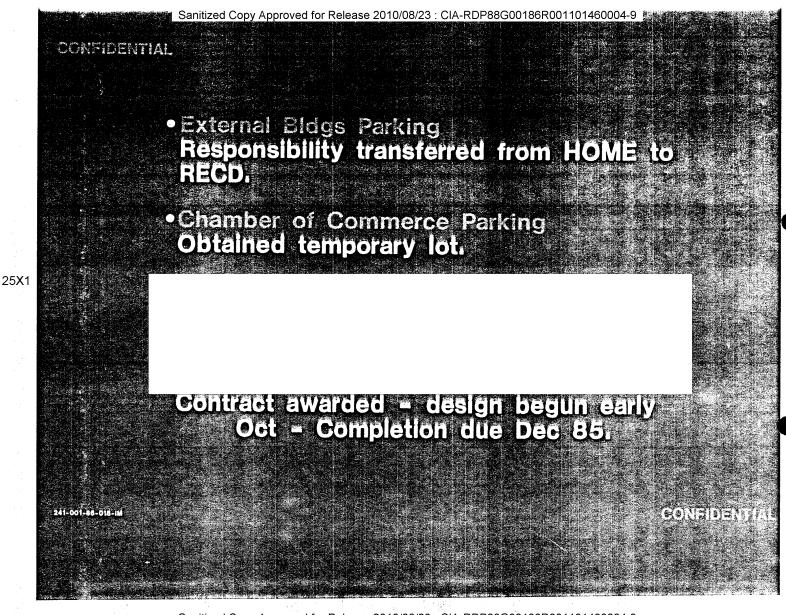
Paiding and Traite Ording post subject - govern Ording the district program of selection - agrand Ording sector and have begin

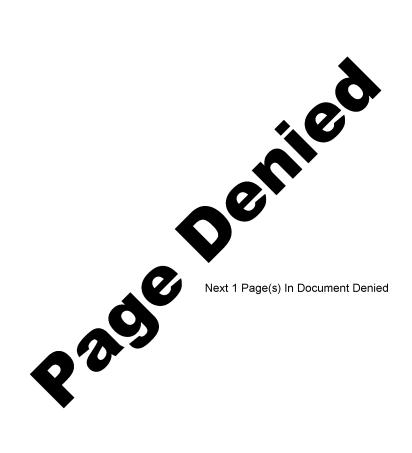






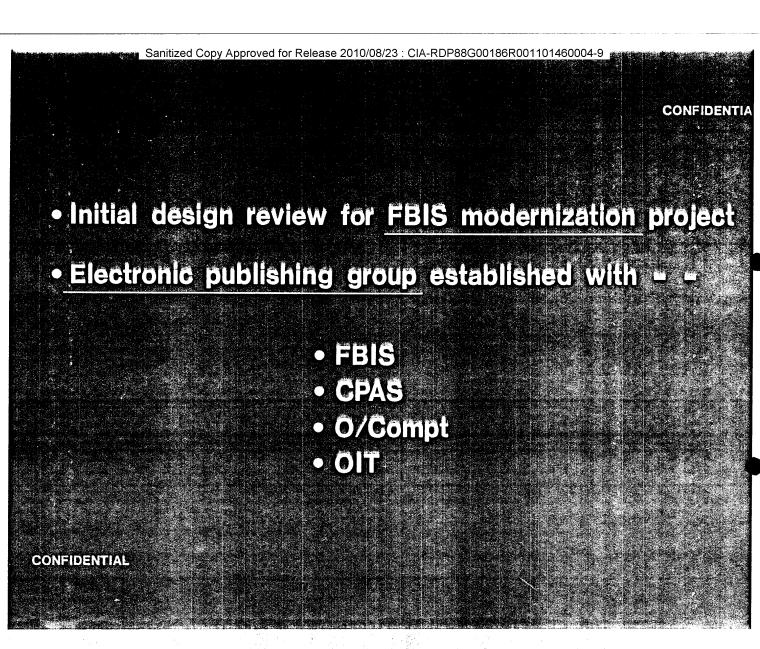


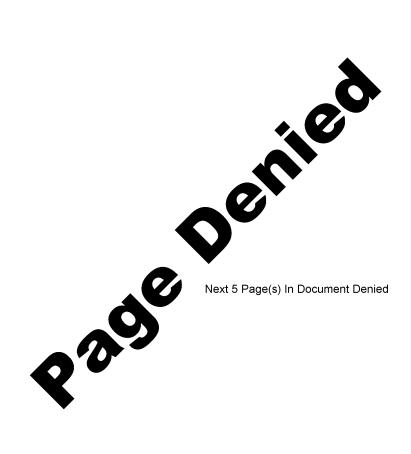


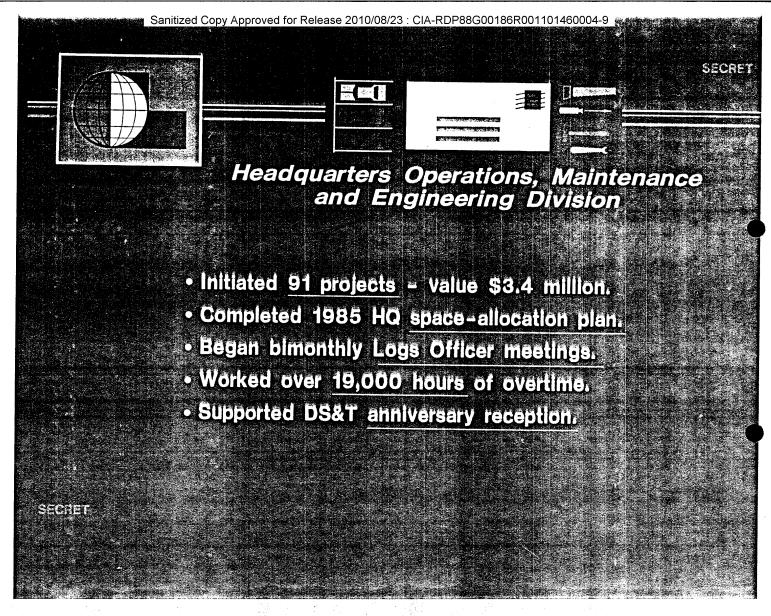


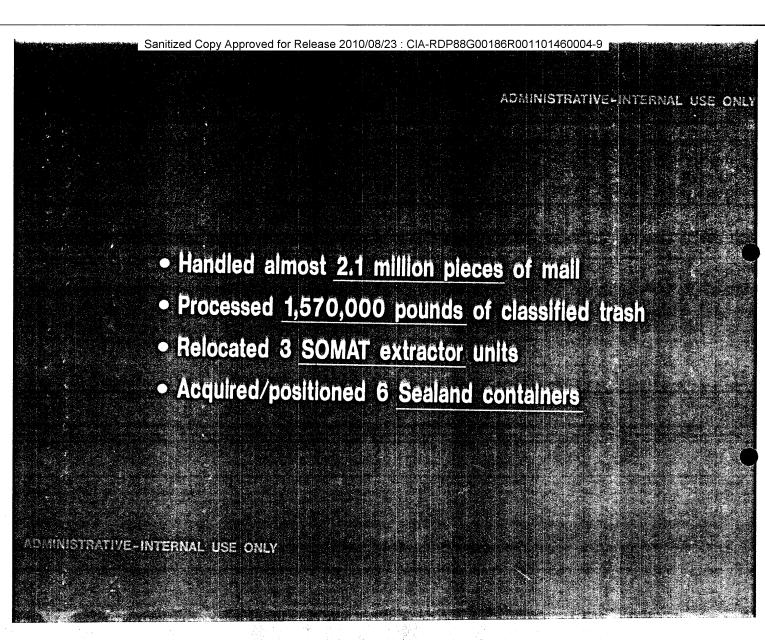
	Printin	16	
	(Monthly Ave	ages)	
	FY≅85 3rd Qtr	FY-85 4th Otr	Change
Laser plates	4,857	6,681	+37%
Books bound	528,589	601,362	+14%

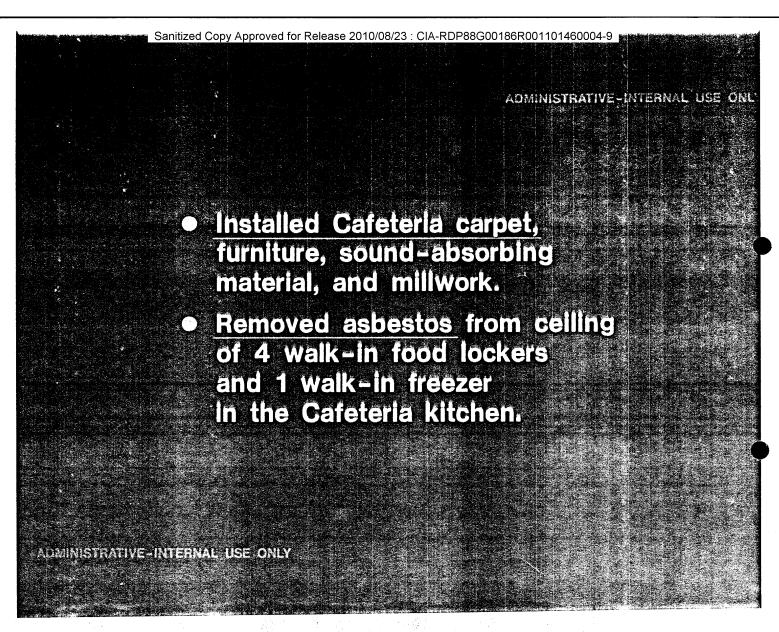
Sanitized Copy Approved for Re	hotogra Monthly Avera	phy :	CONF
Jobs received	FY-85 3rd Otr 1,283	FY-85 4th Otr 2,358	Change +83%
Micro-form Images		2,434,462	+39%
Photo prints	52,19 3	54,988	+ 5%



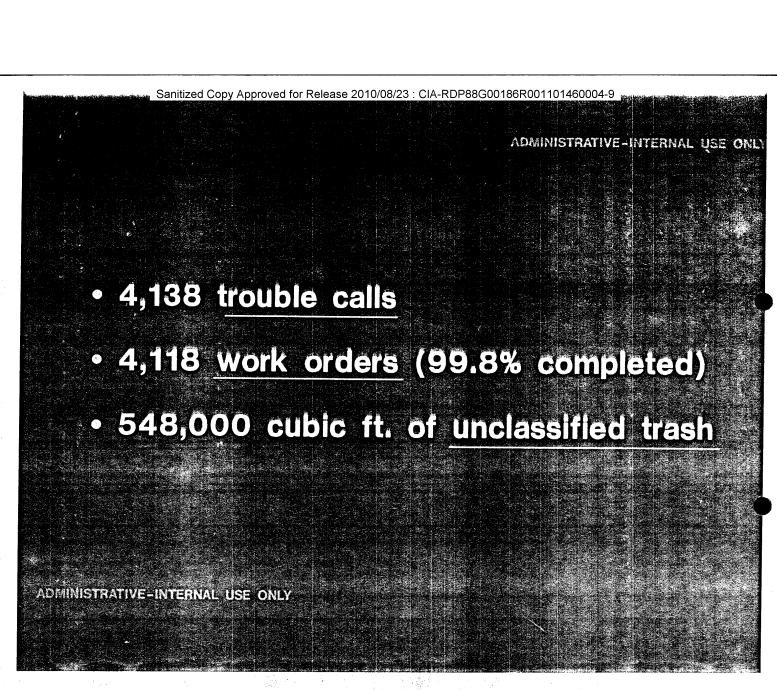


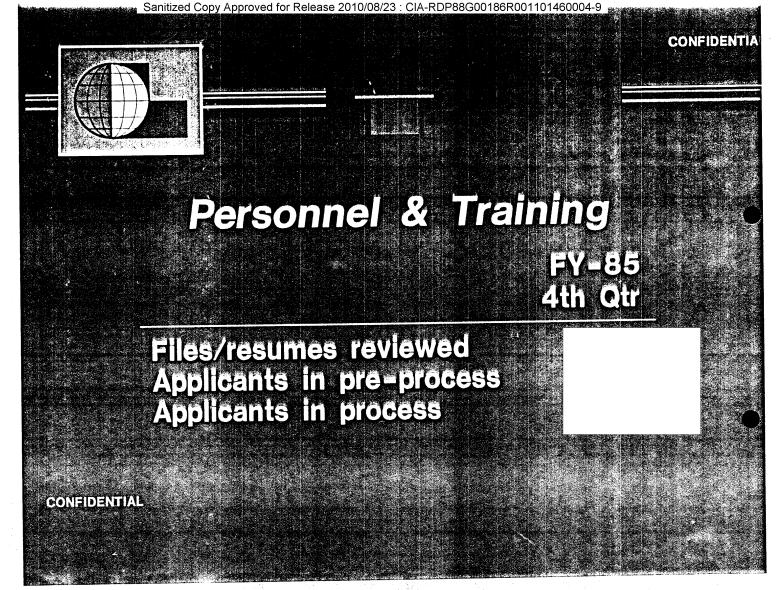






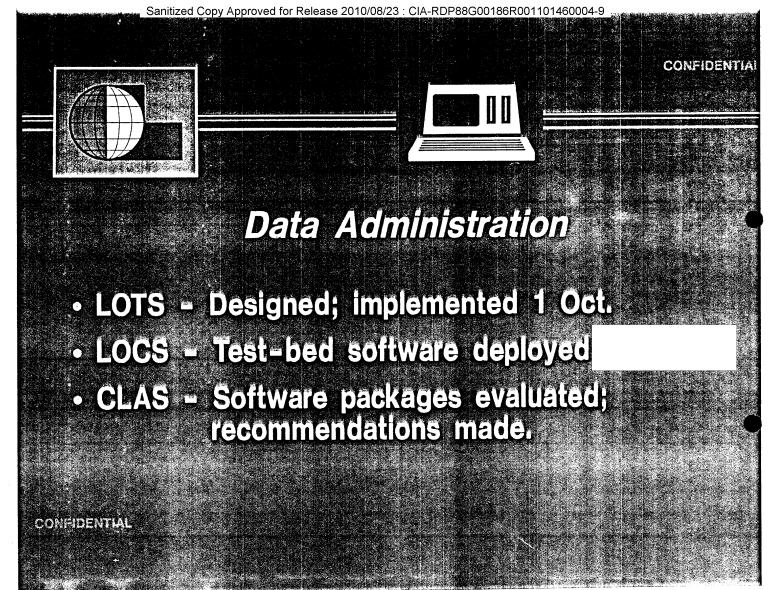






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Integrated Logistics Support Plan

Goal: Ensure OL/HOME will meet the demands for facilities support during construction and after occupancy of the NHB

Objectives: Study present support services; measure capabilities Record support services required for the NHB Compare future needs to present; determine Deltas Develop, acquire or expand services to meet new demand Integrate with NHB occupancy scheduling Establish interdirectorate working group

Integrated Logistics Support Plan

Support services (segments) under review:

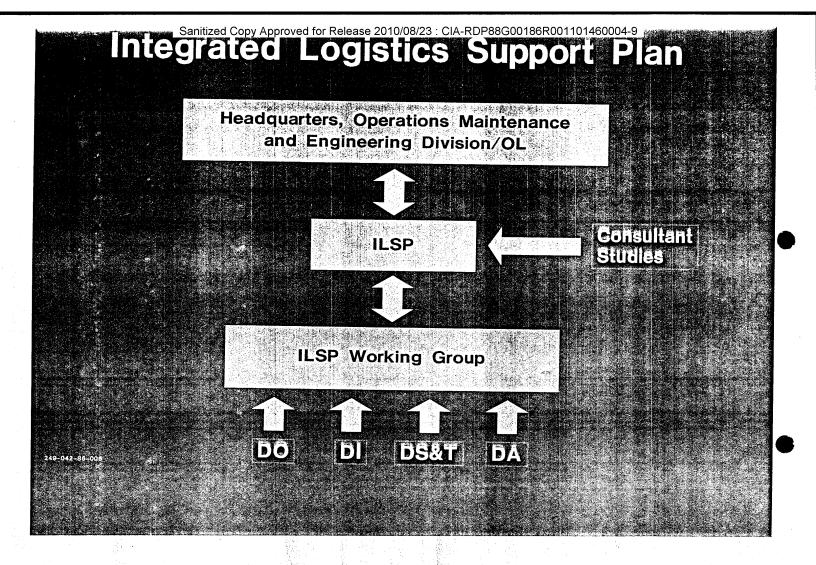
management	SEP 1986
Waste disposal	The state of the s
Food services	
Cafeteria	MAR 1986
EDR	SEPT 1986
Supply operations	SEPT 1986
Maintenance & operations	SEPT 1986
Engineering support	SEPT 1986
Mail & courier	SEPT 1986
Motor pool	SEPT 1986
New building scheduling	MAR 1986
	A CONTRACTOR OF THE PARTY OF TH

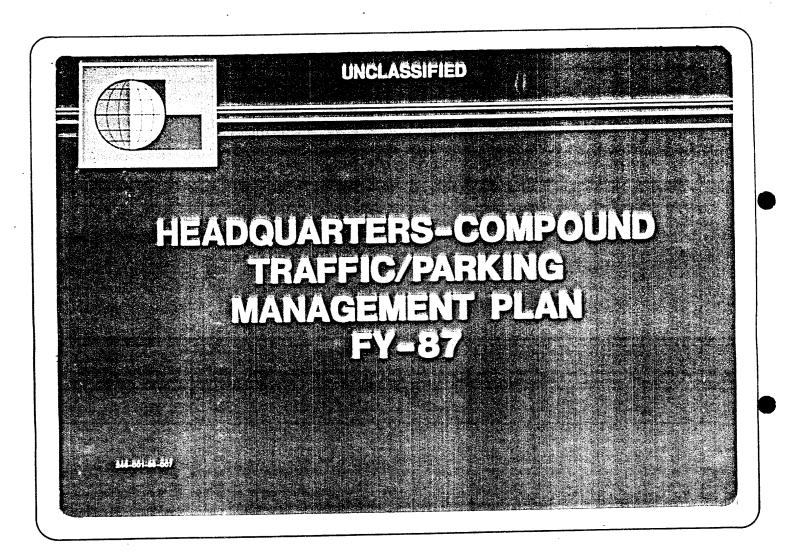
Segment managers appointed and tasked

Sanitized Copy Approved for Release 2010/08/23: CIA-RDP88G00186R001101460004-9 Integrated Logistics Support Plan **SCHEDULE** NÖV BEÖ JAN FEB MAR APR MAY JUN JUL AUĞ SEP Review existing operations Identify & establish ILSP segments Study individual segments Coordinate findings Develop segment plans Integrate & finalize plan

Integrated Logistics Support Plan STATUS

- Traffic/parking management consultant study complete
- Waste disposal = proposals under evaluation
- Food service expansion = planning underway
- ILSP working group representatives requested from each directorate





UNCLASSIFIED

MEMORANDUM OF AGREEMENT HIGHLIGHTS SEPTEMBER 1984

- Provide \$500,000 Escrow for VDH&T Recourse Enhanced Route 123 for Orderly & Safe Flow Limit Peak Hourly Rates for Arrival & Departure Monitor and Report Traffic Quarterly to VDH&T
- VDH&T
 Provide Roadway Design Services
 Release CIA Liability in Year 2005

ALL SELLES ESS

UNCLASSIFIED

IF PEAK HOURLY RATES ARE EXCEEDED:

- ADD LANES TO ROUTE 123
 McLean Citizens Association OPPOSED!
 Virginia Department of Highways & Transportation JUSTIFICATION!
- ADD LANE TO BELTWAY
 Congressman Frank Wolf Proposal for Northbound Lane From Route 193 to GWMP

445-006-66-00T

UNCLASSIFIED

PROPOSED ACTIONS:

- UTILIZE GWMP TO FULLEST EXTENT
- SET ALTERNATIVE WORK HOURS
- O DEMAND INCREASED CARPOOLING

48-006-66-002

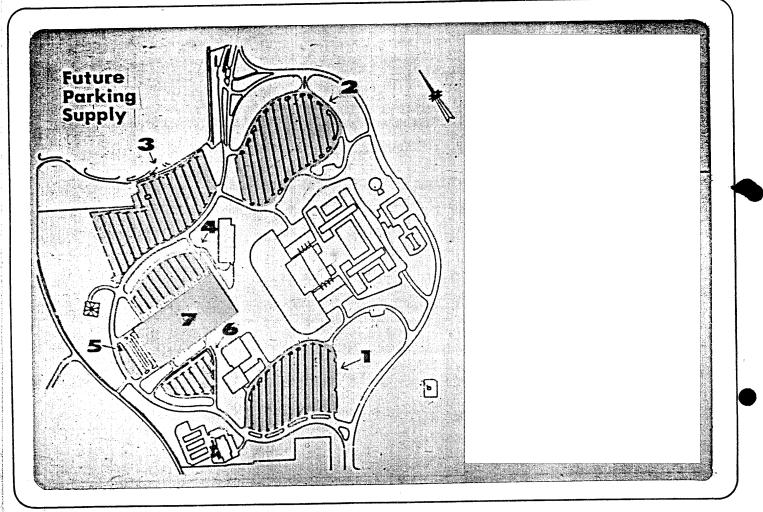
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NATIONAL CAPITAL PLANNING COMMISSION

RECOMMENDATION: Limit Additional Parking To 1000 SPACES

248-001-08-004

HEADQUARTERS PARKING PROGRAM 1987



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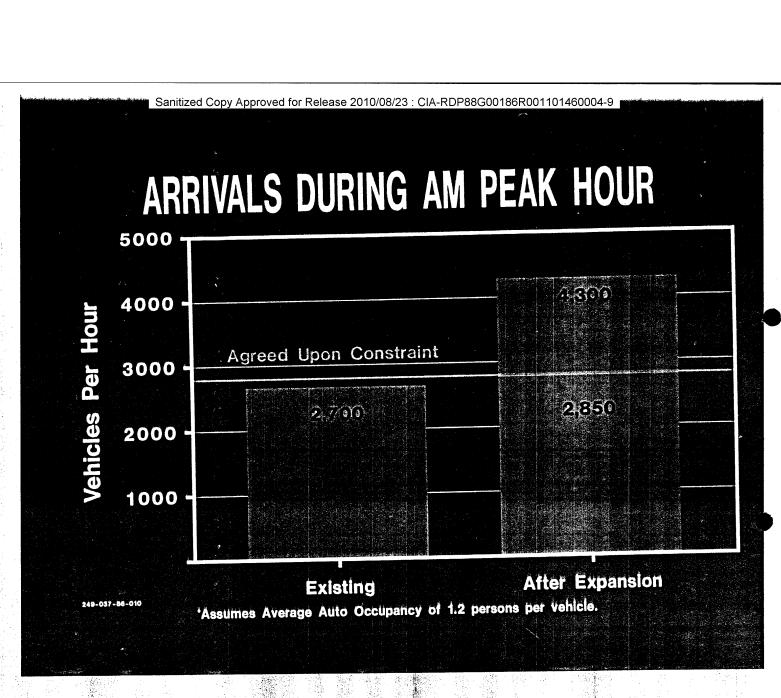


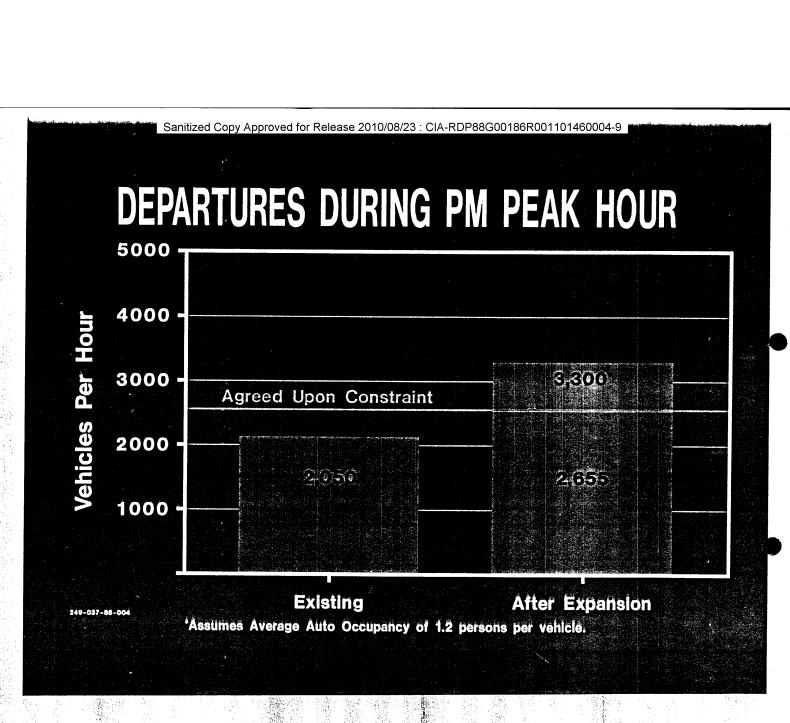
PEAK HOUR ARRIVAL AND DEPARTURE VOLUME LIMITS

Location	Peak Hour Vehicle Arrivals	Peak Hour Vehicle Departures
Route 123 Dolley Madison Boulevard	1,070	1,130
Route 193 Georgetown Pike	725	725
George Washington Memorial Parkway	1,055	800
TOTAL:	2,850	2,655

SOURCE: Memorandum of Agreement between the Central Intelligence Agency, and the Virginia Department of Highways and Transportation, September 5, 1984

249-037-86-008







Alternative Parking Solution

SPACES AVAILABLE REMOTE SITE

EXCESS DEFICIENCY

C. UTILIZE REMOTE PARKING

650

8

642

SUITABLE

Glen Echo Park - Montgomery County

290 spaces

(National Park Service)

National Wildlife Federation - Fairfax Co.

240 spaces

(Private)

Wolf Trap Farm - Fairfax County

825 spaces

(National Park Service)

525 spaces

Fort Meyer - Arlington County (Army)

RECOMMENDED

Pentagon - Arlington County (Commercial) - \$18 per month 650 spaces

CONSULTANT'S RECOMMENDED SOLUTION

- Add 600 spaces
- Aggressive Ridesharing Program
- Parking Management Program

249-037-86-006

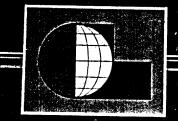
HOME RECOMMENDATIONS FOR 1987

- Increase parking by adding 600 spaces.
- Increase ridesharing to 1.7 per vehicle and implement strong ridesharing program supported by senior management.
- Establish an official Traffic Management Office within OL.

Note: None of the above will work without strong support from senior management.

249-037-88-005

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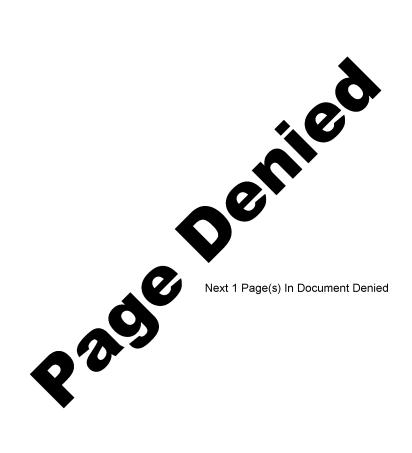
PROCUREMENT MANAGEMENT STAFF

TRENDS IN AGENCY CONTRACTING ACTIVITIES

AN ANALYSIS OF FY-85 STATISTICS SHOWS CONTINUING GROWTH IN:

- NUMBER OF ACTIONS
- O TOTAL DOLLARS OBLIGATED
- RESEARCH & DEVELOPMENT CONTRACTING

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240-011-86-001



MOREAGED COMPETITION IN AGENCY CONTRACTOR

% OF COMPETED ACTIONS UP BY 15% OVER LAST YEAR

% OF COMPETED DOLLARS UP BY 54% OVER LAST YEAR

240-011-86-004

COMFIDERMENT

ADDITIONAL TRENDS IN AGENCY CONTRACTING ACTIVITIES

WE'VE ALSO IMPROVED OUR:

- **COMPETITION PERFORMANCE**
- SMALL BUSINESS PARTICIPATION
- PROCESSING OF SMALL PURCHASES
- FISCAL YEAR-END PERFORMANCE
- © CONTRACTING SUPPORT FOR OC & HOME

CONFIDENTIAL 240-011-86-003

COMMIDENTIAL

CONTINUING HIGH LEVELS OF SMALL BUSINESS PARTICIPATION

- SMALL BUSINESSES RECEIVED 51% OF ALL AGENCY CONTRACTS
- 27.3% OF DOLLARS AWARDED WENT TO SMALL BUSINESSES

CONFIDENTIAL 240-011-86-008

CORFIDENTIAL

SIMPLIFIED PROCESSING OF SMALL DOLLAR VALUE ACTIONS

AN INCREASE IN THE DOLLAR THRESHOLD FOR SMALL PURCHASES SECTION ACTIONS FROM \$2,500 TO \$5,000 RESULTED IN A SPEED-UP OF PROCESSING TIME FOR LOW DOLLAR VALUE ACTIONS

CONFIDENTIAL 240-011-86-006

CONCIDENTAL

IMPROVED FISCAL YEAR-END PERFORMANCE

- % OF PROCUREMENT REQUESTS IN 4TH QUARTER DECREASED BY 9%
- % OF DOLLARS IN 4TH QUARTER DECREASED BY 30%

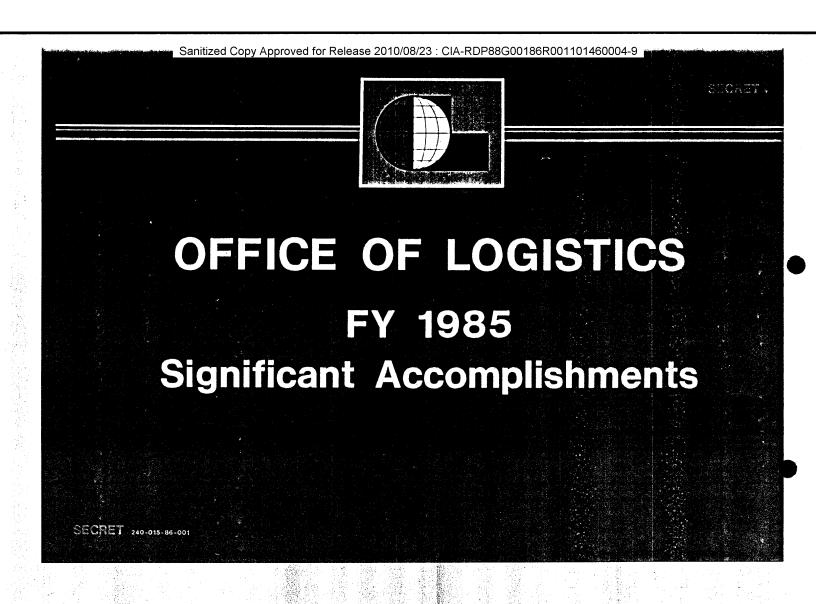
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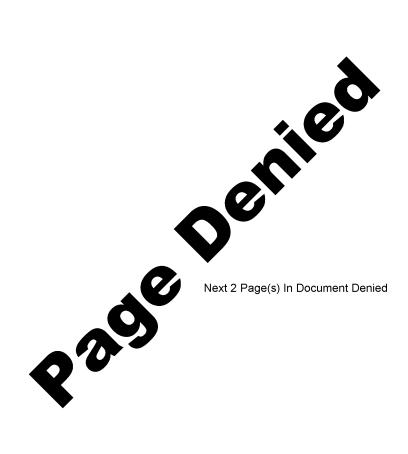
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IMPROVED SUPPORT TO OC & HOME

© DEDICATED CONTRACTS TEAMS
HAVE BEEN ESTABLISHED FOR BOTH
OC & HOME

CONFIDENTIAL 240-011-80-008





Headquarters Operations, Maintenance and Engineering Division

Transfer of maintenance and operations responsibilities from the General Services Administration

"Quality of Life" upgrade

Cafeteria renovation and upgrade

Repair of the pedestrian tunnel

Painting of the ground floor public areas

Renovation and upgrade of the Headquarters gymnasium

Painting of all restrooms

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SECRET 240-015-86-006

Headquarters Operations, Maintenance and Engineering Division

- Enhance Headquarters maintenance responsiveness
 - Established a comprehensive preventive maintenance program
 - Activated an emergency communications network for use by Allied eastern states maintenance
 - Activated the warehouse
 - Developed a work order tracking system

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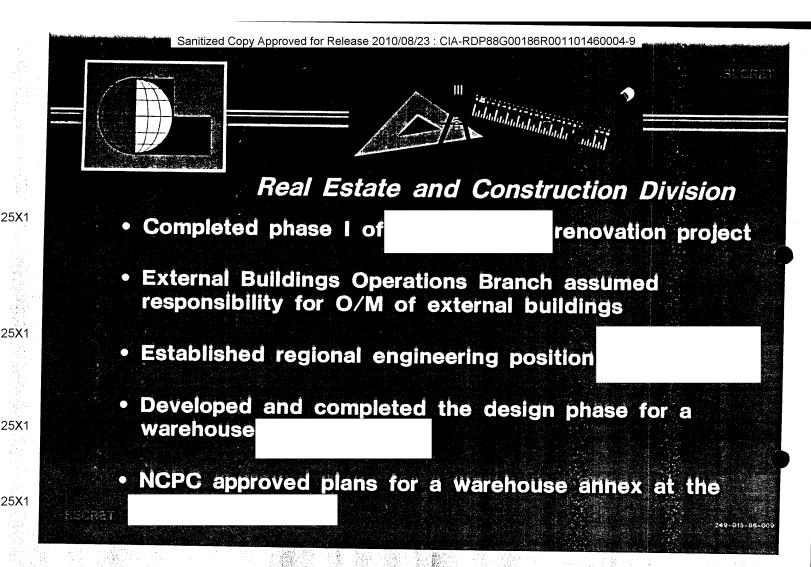
SHURET

Headquarters Operations, Maintenance and Engineering Division

- Allied service
 - · Of 14,164 work orders initiated, 97% completion rate
 - Of 8,923 service calls received, 95% responded to within 48 hours
- Completed 255 special taskings for office renovation (\$5.4 million)
- Developed the 1985 Headquarters space allocation plan

240-015-86-00

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Procurement Division

Procurement activity increased

- Contract Administration and Settlement Branch established
- Raised dollar value threshold for procurements made by Small Purchases Branch
- Senior OL careerist identified for rotational assignment to OTE

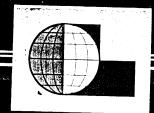
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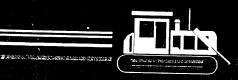
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New Building Project Office

- NORTH AND SOUTH TOWERS "TOPPED OFF"
- CONTRACT AWARDED TO CENTEX CONSTRUCTION COMPANY
- FIRST AND SECOND PARKING DECKS OF PARKING GARAGE
- A&E FIRM FOR DAY CARE CENTER
- VDHT INSTRUCTED TO PROCEED WITH DESIGN OF ROUTE 123 CONSTRUCTION AND FINALIZED DRAWINGS FOR ACCELERATION LANE

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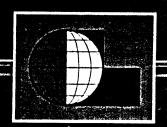




Personnel and Training Staff

- RECRUITMENT EFFORT
- EMPHASIS ON CAREER TRAINING PROGRAM
- COMPLETE REVIEW OF ALL EXISTING OL TRAINING COURSES AND PROGRAMS
- AWARDS ACTIVITY
 - · EMPLOYEE OF THE QUARTER AWARD PROGRAM INSTITUTED
 - 94 OL CAREERISTS RECEIVED OFFICIAL RECOGNITION FOR EXCELLENCE IN PERFORMANCE

240-015-88-014

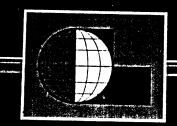


PROCUREMENT MANAGEMENT STAFF

- ACQUISITION HANDBOOK REVISED
- FAR IMPLEMENTATION/COMPETITION IN CONTRACTING ACT
- EIGHT SESSIONS OF BROWN-BAG WORKSHOPS
- NEW CONTRACTING TEAM

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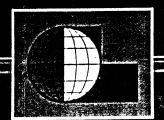
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INFORMATION AND MANAGEMENT SUPPORT STAFF

- TERMINATED LIMS DEVELOPMENT AND QUALITY CONTROL CONTRACTS
- PUBLISHED A FIELD GUIDE FOR LOGISTICS PERSONNEL
- ESTABLISHED OL VISITATION PROGRAM



SECURITY STAFF

SECRE

- INCREASED NUMBER OF CONTRACTOR FACILITIES CLEARED TO STORE CLASSIFIED MATERIAL
- REWROTE STANDARD SECURITY PROCEDURES FOR CONTRACTORS

SECRET